



Department for Children and Families  
Economic Services Division  
OFFICE of HOME FUEL & UTILITY ASSISTANCE  
Mailing Address: 103 South Main Street  
Waterbury, VT 05671-5501  
Benefits Service Center: 1-800-479-6151

August 11, 2014

**PLEASE SHARE THIS MEMO WITH STAFF RESPONSIBLE  
FOR FUEL VERMONT ASSISTANCE CUSTOMER ACCOUNTS**

**YOUR ACTION is REQUIRED to PARTICIPATE  
in the Vermont Fuel Assistance Program**

**Hello Vermont Certified Fuel Dealers ....**

**VT Fuel Program Certification – *PLEASE Take Immediate Action!!!***

The attached documents require immediate action from fuel dealers and utility companies to continue participating in the Vermont Fuel Assistance Program. Please follow the information below that applies to your company and complete / sign / date the documents, and return by Friday September 12, 2014:

**EITHER** ~ Email a scan or pdf file (you keep the originals) to:  
[AHS-ESD-FUEL\\$MGMT@state.vt.us](mailto:AHS-ESD-FUEL$MGMT@state.vt.us)

**OR** ~ Mail the signed originals to:  
Michelle LaPerle / Fuel & Utility Office  
103 South Main Street / Waterbury, Vermont 05671-5501

**Certification – Oil, Propane and Kerosene Dealers**

O/P/K dealers must complete the Certification Form and again this year Vermont is requiring participating O/P/K dealers to choose either the Margin Over Rack (MOR) or the Discount Off Retail (DOR) programs ~ and complete the applicable forms.

The Fuel & Utility Office is studying ONE POSSIBLE CHANGE to the MOR Agreement. Based on submissions by O/P/K dealers it may be possible to apportion the daily rack prices on a “weighted” percentage basis based on which racks dealers make their purchases. We plan to consult with dealers and make a final decision by the end of September. The specific racks and rack prices as identified by **OPIS Web Rack** or other industry sources and the calculation based on averages or “weighted” averages will be posted beginning Monday October 20, 2014 on the Fuel & Utility Office website:  
[www.dcf.vermont.gov/esd/fuel\\_assistance](http://www.dcf.vermont.gov/esd/fuel_assistance).

If dealers do not wish to participate under the new rack cost structure, they are welcome to switch to DOR or not participate. If possible, we expect this change will be slightly more advantageous to dealers. Otherwise, the basics are the same:

- The MOR margin will remain at 50 cents per gallon.
- The DOR discount remains at 15 cents per gallon ~ in addition to the dealer's cash discount.
- Dealers choose either MOR or DOR for each fuel type.
- Dealers may choose to be certified for one fuel and not for another.
- MOR prices will be posted one day in advance on the Fuel & Utility website.

**PLEASE Take Immediate Action!!!** Complete the attached Certification Form and the applicable MOR and/or DOR forms and submit either a pdf file or scan by email or by mail originals to the Fuel & Utility Office **by Friday September 12, 2014.**

For questions, comments, concerns or kudos about the Fuel Program, MOR and DOR oil/propane/kerosene requirement or any component of the Fuel & Utility Programs ~ please contact Fuel & Utility Programs Director, Richard Moffi at 802-769-6448 or by email at [Richard.Moffi@state.vt.us](mailto:Richard.Moffi@state.vt.us).

### **Certification – Electric and Natural Gas Companies (and Coal Dealers)**

Attached is the 2014-2015 Certification Form and Terms & Conditions that all electric companies and Vermont Gas (and Coal Dealers) MUST complete and return to the Fuel Assistance Office **no later than Friday September 12, 2014.** The attached "Terms and Conditions" apply to those companies and dealers. Thank You in Advance for your timely submission. Please email us with questions at: [AHS-ESD-FUEL\\$MGMT@state.vt.us](mailto:AHS-ESD-FUEL$MGMT@state.vt.us)

### **Seasonal Fuel Benefit Issuance**

The "Big Benefit" will be issued in mid-November. Typically 94-95% of clients receive their benefit in this mid-November issuance. Again this year, dealers will receive cash payments up front, deposited directly into their bank accounts by electronic funds transfer. Client lists will be sent electronically to dealers the morning after the "benefit run." Watch for more details in early November. ***Seasonal Fuel Assistance is a supplemental benefit.*** It is intended to pay a portion of the eligible household's winter heating bills. The household is responsible for the balance of the cost.

### **Get Great Service from the Vermont Fuel & Utility Assistance Office**

Got fuel program related problems or opportunities? Please email the Fuel Office Team (Michelle, Tina and Richard) at: [AHS-ESD-FUEL\\$MGMT@ahs.state.vt.us](mailto:AHS-ESD-FUEL$MGMT@ahs.state.vt.us)

***Thanks and Cheers, Richard***

Richard Moffi, Fuel & Utility Programs Director